

# COMPILATION REPORT & FINANCIAL STATEMENTS

CREEK COUNTY CONSERVATION DISTRICT  
BRISTOW, OKLAHOMA

JUNE 30, 2013

## KERSHAW CPA & ASSOCIATES, PC

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CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
BRISTOW, OKLAHOMA  
JUNE 30, 2013

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CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
BRISTOW, OKLAHOMA  
JUNE 30, 2013

BOARD OF DIRECTORS

<u>NAME</u>	<u>POSITION</u>
Jim Manning	Chairman
Robert Webb	Vice Chairman
Savoy Alexander Jr.	Secretary / Treasurer
Curtis Haskins	Member
Dwight Luther	Member

DISTRICT EMPLOYEES

Teresa Boswell	District Secretary
Jerry Nunamaker	District Equipment Manager

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## Accountant's Compilation Report

To the Board of Directors  
Creek County Conservation District Number 11  
Bristow, Oklahoma

We have compiled the accompanying financial statements of the Creek County Conservation District as of June 30, 2013. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with the modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide assurance that there are no material modifications that should be made to the financial statements.

Creek County Conservation District has implemented the general provisions of the Governmental Accounting Standards Board (GASB) Statement No. 34. However, the District has not presented the Management's Discussion and Analysis required by the Governmental Accounting Standards Board (GASB) that the GASB has determined is necessary to supplement, although not required to be part of, the basic financial statements.

*Kershaw CPA & Associates, P.C.*  
Kershaw CPA & Associates, PC

October 4, 2013

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
BRISTOW, OKLAHOMA  
STATEMENT OF NET POSITION - MODIFIED CASH BASIS  
JUNE 30, 2013

	<u>Total 2013</u>	<u>Memo Only 2012</u>
<b><u>ASSETS</u></b>		
<b><u>Current Assets:</u></b>		
Cash and cash equivalents	\$ 39,405	\$ 54,369
Investments	<u>21,846</u>	<u>21,760</u>
<b>Total Current Assets</b>	<u>61,251</u>	<u>76,129</u>
<b><u>Non-current Assets:</u></b>		
<b>Capital Assets:</b>		
Capital assets, net of accumulated depreciation where applicable		
Furniture, fixtures and equipment	<u>8,682</u>	<u>4,665</u>
<b>Total Non-current Assets</b>	<u>8,682</u>	<u>4,665</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 69,933</u></u>	<u><u>\$ 80,794</u></u>
<b><u>LIABILITIES</u></b>		
<b><u>Current Liabilities:</u></b>		
Payroll tax withheld	<u>\$ -</u>	<u>\$ -</u>
<b>Total Current Liabilities</b>	<u>-</u>	<u>-</u>
<b>TOTAL LIABILITIES</b>	<u>-</u>	<u>-</u>
<b><u>NET POSITION</u></b>		
Net investment in capital assets	8,682	4,665
Restricted for debt service	-	-
Unrestricted	<u>61,251</u>	<u>76,129</u>
<b>TOTAL NET POSITION</b>	<u>69,933</u>	<u>80,794</u>
<b>TOTAL LIABILITIES &amp; NET POSITION</b>	<u><u>\$ 69,933</u></u>	<u><u>\$ 80,794</u></u>

See Accountant's Compilation Report & Notes Which Accompany These Financial Statements

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
BRISTOW, OKLAHOMA  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
- MODIFIED CASH BASIS -  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013

	Total June 30, 2013	Memo Only June 30, 2012
<b><u>Operating Revenues:</u></b>		
Oklahoma Conservation Commission	\$ 76,315	\$ 75,135
Oklahoma Conservation Commission - Special Grant	-	21,250
Bermuda Program	15,698	15,188
Ag Tour	750	744
Equipment Rental	1,123	1,400
Miscellaneous	9,513	8,231
Total Operating Revenues	103,399	121,948
<b><u>Operating Expenses:</u></b>		
Bermuda Prgoram	5,334	1,666
Ag Tour	909	936
Blue Thumb	11,322	10,393
Insurance	500	500
Election expense	1,215	1,287
Office	3,164	3,666
Personal Services	59,599	58,626
Professional Fees	1,100	600
Automobile Expense	3,140	3,123
Repairs and Maintenance	1,477	5,617
Miscellaneous Expenses	23,218	1,677
Depreciation	2,673	2,227
Water Quality	715	(10)
Total Operating Expenses	114,365	90,307
Operating Income (Loss)	(10,966)	31,641
<b><u>Non-Operating Revenues (Expenses):</u></b>		
Interest Income	105	119
Interest Expense	-	-
Total Non-operating Revenues (Expenses)	105	119
Net Income (Loss) Before Contributions	(10,860)	31,760
Capital Contributions	-	-
Change in Net Position	(10,860)	31,760
Total Net Position - Beginning	80,794	49,001
Total Net Position - Prior Year Adjustment	-	32
Total Net Position - Ending	\$ 69,933	\$ 80,794

See Accountant's Compilation Report & Notes Which Accompany These Financial Statements

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
BRISTOW, OKLAHOMA  
STATEMENT OF CASH FLOWS - MODIFIED CASH BASIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013

	<u>June 30, 2013</u>	<u>Memo Only June 30, 2012</u>
<b><u>Cash Flows from Operating Activities:</u></b>		
Receipts from OCC	\$ 76,315	\$ 75,135
Other Receipts	27,084	46,813
Payments to Suppliers for Goods & Services	(52,093)	(29,454)
Payments to Employees & Laborers	<u>(59,599)</u>	<u>(58,626)</u>
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>(8,293)</u>	<u>33,868</u>
<b><u>Cash Flows from Capital &amp; Related Financing Activities:</u></b>		
Purchase of Capital Assets	(6,690)	(4,435)
Principal paid on Debt	-	-
Interest paid on Debt	<u>-</u>	<u>-</u>
<b>Net Cash Provided (Used) by Capital &amp; Related Financing Activities</b>	<u>(6,690)</u>	<u>(4,435)</u>
<b><u>Cash Flows from Investing Activities:</u></b>		
Increase in Investments	(86)	(120)
Interest Income	<u>105</u>	<u>119</u>
<b>Net Cash Provided (Used) by Investing Activities</b>	<u>19</u>	<u>(1)</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	(14,964)	29,432
<b>Cash &amp; Cash Equivalents, Beginning of Year</b>	54,369	24,905
<b>Cash &amp; Cash Equivalents, Prior Year Adjustment</b>	<u>-</u>	<u>32</u>
<b>Cash &amp; Cash Equivalents, End of Year</b>	<u>\$ 39,405</u>	<u>\$ 54,369</u>
<b><u>Reconciliation of operating income (loss) to net cash provided operating activities:</u></b>		
Operating Income (Loss)	\$ (10,966)	\$ 31,641
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities		
Depreciation	2,673	2,227
Increase(Decrease) in Accounts Payable	-	-
Increase(Decrease) in Payroll Taxes Payable	<u>-</u>	<u>-</u>
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>\$ (8,293)</u>	<u>\$ 33,868</u>

See Accountant's Compilation Report & Notes Which Accompany These Financial Statements

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
BRISTOW, OKLAHOMA  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As discussed further in Note 1.C, these financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) established by the Governmental Accounting Standards Board (GASB). These modified cash-basis financial statements generally meet the presentation and disclosure requirements applicable to GAAP, in substance, but are limited to the elements presented in the financial statements and the constraints of the measurement and recognition criteria of the modified cash basis of accounting.

A. Reporting Entity

Creek County Conservation District Number 11 (the "District") was established to assist with certain conservation projects in Creek County, Oklahoma. The District is managed by a five member Board of Directors. Two directors are appointed by the Oklahoma Conservation Commission upon recommendation of the Board. The three remaining directors are elected by voters within the limits of Creek County, Oklahoma.

Primary funding for the District is provided by the Oklahoma Conservation Commission (the "Commission"). The District is reimbursed for approved expenses by the Commission.

B. Basis of Presentation

The accounts of the District are organized on the basis of proprietary fund type, specifically an enterprise fund. The activities of this fund are accounted for with a separate set of self-balancing accounts that comprise the District's assets, liabilities, net assets, revenues and expenses. Enterprise Funds account for activities (1) that are financed with debt that is secured solely by a pledge of the net revenues from fees and charges of the activity; or (2) that are required by laws or regulations that the activity's costs of providing services, including capital costs (such as depreciation or debt service), be recovered with fees and charges, rather than with taxes or similar revenues; or (3) that the pricing policies of the activity establish fees and charges designed to recover its costs, including capital costs (such as depreciation or debt service).

C. Measurement Focus and Basis of Accounting

Measurement Focus

The District utilizes an economic resources measurement focus within the limitations of the modified cash basis of accounting. The accounting objectives of this measurement focus are the determination of operating

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
BRISTOW, OKLAHOMA  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

income, changes in net position (or cost recovery), net financial position, and cash flows. All assets, deferred outflows, liabilities, and deferred inflows (whether current or noncurrent or financial or nonfinancial) associated with their activities are generally reported within the limitations of the modified cash basis of accounting.

**Basis of Accounting**

The financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than GAAP as established by GASB. This basis of accounting involves modifications to the cash basis of accounting to report in the statements of net position cash transactions or events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. Such reported balances include investments, capital assets and related depreciation, and short-term and long-term liabilities arising from cash transactions or events.

This modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues (such as accounts receivable and revenue billed or provided services not yet collected and other accrued revenue and receivables) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid and other accrued expenses and liabilities) are not recorded in these financial statements. In addition, other economic assets, deferred outflows, liabilities, and deferred inflows that do not arise from a cash transaction or event are not reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value.

If the District utilized the basis of accounting recognized as generally accepted in the United States, the fund financial statements for proprietary fund types would use the accrual basis of accounting.

**D. Budgetary Data**

The District does not prepare an annual budget.

**E. Financial Position**

**Cash & Cash Equivalents**

For the purpose of financial reporting, "cash & cash equivalents" includes all demand and savings accounts and certificates of deposit or short-term investments with an original maturity of three months or less. All accounts are fully insured by the Federal Deposit Insurance Corporation.

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
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JUNE 30, 2013

Investments

Investments classified in the financial statements consist entirely of certificates of deposit whose original maturity term exceeds three months. Investments are carried at cost, which approximates fair value. As of June 30, 2013, the District has investments totaling \$21,846.

Capital Assets

The District's property, plant and equipment, with useful lives of more than one year are stated at historical cost and comprehensively reported in the financial statements. Donated assets are stated at fair value on the date donated. The District generally capitalizes assets with a cost of \$2,500 or more as purchase and construction outlay occur. The cost of normal maintenance and repairs that do not add to the assets value or materially extend useful live are not capitalized. Capital assets are depreciated using the straight-line method. When capital assets are disposed, the cost and applicable accumulated depreciation are move from the respective accounts, and the resulting gain or loss is recorded in operations.

Estimated useful lives, in years, for depreciable assets are as follow:

	<u>Years</u>
Buildings	5-60
Improvements, other than buildings	2-50
Mobile equipment	3-40
Furniture, machinery and equipment	3-30
Utility system	5-50

Long-Term Debt

Long-term debt is reported at face value, net of applicable discounts and deferred loss on refunding. Costs related to the issuance of debt are deferred and amortized over the lives of various debt issues.

Equity Classification

Equity is classified as net position and displayed in three components:

1. *Net investment in capital assets* – Consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvements of those assets and adjusted for any deferred inflows and outflows of resources attributable to capital assets and related debt.
2. *Restricted* - Consists of restricted assets reduced by liabilities and deferred inflows or resources related to those assets, with restriction constraints placed on the use either by (a) external groups such as

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
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JUNE 30, 2013

creditors, grantors, contributors, or laws and regulations of other governments; or (b) law through constitutional provisions or enabling legislation.

3. *Unrestricted* – Net amount of assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment of capital assets or the restricted component of net position.

It is the District's policy to first use restricted net resources prior to the use of unrestricted net resources when an expense is incurred for purposes for which both restricted and unrestricted net resources are available.

F. Revenues, expenditures & expenses

Operating revenues and expenses for proprietary funds result from providing services and producing and delivering goods and/or services. They also include all revenues and expenses not related to capital and related financing, noncapital financing, or investing activities.

G. Use of estimates

The preparation of financial statements in conformity with the modified cash basis requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities. Actual results could differ from those estimates. Capital assets may be used beyond their original estimated useful life.

H. Memorandum Only

The "Memorandum Only" captions above the total columns mean that totals are presented for overview information purposes only.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

As a local government unit, the District is subject to various federal, state, and local laws and contractual regulations.

Finance-related Legal & Contractual Provisions

Because the District has no long-term debt, there are no reserve requirements.

Deficit Fund Balance or Retained Earnings

As indicated in the financial statements, there are no fund balance or retained earnings deficits for the District for this fiscal year.

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
BRISTOW, OKLAHOMA  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

NOTE 3 - CASH AND INVESTMENTS

Custodial Credit Risk

At June 30, 2013, the District held deposits of approximately \$61,201 at financial institutions. The District's cash deposits, including interest-bearing certificates of deposit are covered by Federal Depository Insurance (FDIC) or direct obligation of the U.S. Government insured or collateralized with securities held by the District or by its agent in the District's name.

Investment Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Investment Credit Risk

The District has no policy that limits its investment choices other than the limitation of state law as follows:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposits or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime bankers' acceptances, prime commercial paper and repurchase agreements with certain limitations.
- d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality or school district.
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs (a.-d.).

NOTE 4 - RESTRICTED ASSETS

The District currently has no restricted assets.

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
BRISTOW, OKLAHOMA  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

NOTE 5 - CAPITAL ASSETS

Capital asset activity, resulting from the modified cash basis transactions, for the fiscal year ended June 30, 2013, was as follows:

	Balance at June 30, 2012	Additions	Deductions	Balance at June 30, 2013
Capital Assets	\$ 35,840	\$ 6,690	\$ -	\$ 42,530
Subtotal	35,840	6,690	-	42,530
Less: Accum. Depr.	(31,175)	(2,673)	-	(33,848)
Total Capital Assets (Net of Depreciation)	<u>\$ 4,665</u>	<u>\$ 4,017</u>	<u>\$ -</u>	<u>\$ 8,682</u>

NOTE 6 - LONG-TERM DEBT

The District currently has no long-term debt.

Changes in Long-Term Debt

The following is a summary of changes in long-term debt for the year ended June 30, 2013:

	Balance at June 30, 2012	Additions	Deductions	Balance at June 30, 2013
Notes Payable	\$ -	\$ -	\$ -	\$ -
Total Long-Term Debt	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

NOTE 7 - FUND EQUITY

As described in Note 1 above, equity is classified as net position and displayed in three components:

1. Net investment in capital assets
2. Restricted
3. Unrestricted

The District does not have any restricted amounts.

NOTE 8 - CONTINGENCIES

Litigation

The District currently has no pending litigation.

Federally Assisted Programs

In the normal course of operations, the District participates in various federal or state/loan programs from year to year. The grant/loan programs are often subject to additional audits by agents of the granting or loaning agency, the purpose of which

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
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NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

is to ensure compliance with the specific conditions of the grant or loan. Any liability of reimbursement that may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

NOTE 9 - PENSION PLAN

All full-time employees are covered by and must participate in the Oklahoma Public Employees Retirement Plan (OPERS). The District is not legally required to contribute to the OPERS, which is fully funded by the state and by contributions from covered employees. During the year ended June 30, 2013, the covered employees made contributions of \$1,877.74 to the OPERS. Under the pension plan, benefits vest after 6 years of full-time employment. An employee with 10 years of service may retire at age 55 and receive reduced retirement benefits.

Based on Oklahoma statute, employees covered by the pension plan must contribute 3% of their gross earnings to the pension fund up to \$25,000 and 3.5% over \$25,000. The state is required to contribute 10% of gross earnings to the plan. The District's total current year payroll for all its employees amounted to \$54,632.74, the same amount as the payroll covered by the plan.

NOTE 10 - COMPENSATED ABSENCES

The District's policy for accumulated annual leave is based on years of continuous service. Full-time employees with less than five years of service can accumulate up to 240 hours; employees with over five years of service can accumulate up to 480 hours. The accrual of compensated absences is not reflected in the cash basis statements. The District records vacation and sick leave at the time the claim is paid.

At June 30, 2013, the District had an unrecorded commitment for earned but unused vacation benefits that would require payment upon employee termination of service in the amount of \$11,133.13.

NOTE 11 - RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District carries commercial insurance for risk of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

CREEK COUNTY CONSERVATION DISTRICT NUMBER 11  
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NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

NOTE 12 - SUBSEQUENT EVENTS

The District did not have any subsequent events through October 4, 2013, which is the date the financial statements were issued, for events requiring recording or disclosure in the financial statements for the year ending June 30, 2013.

# ANNUAL NET WORTH STATEMENT

OCC-5K (07/01)

Conservation District	<b>CREEK COUNTY CONSERVATION DISTRICT NUMBER 11</b>		
Address	<b>128 E. THIRD, BRISTOW, OK 74010</b>		
<b>FOR THE PERIOD JULY 1, 2012, TO JUNE 30, 2013 FOR FISCAL YEAR 2013</b>			
<b>1. LIQUID ASSETS</b> (Checking Account, Savings Account, Certificate of Deposit, Petty Cash, Etc.)			<b>TOTAL \$ <u>61,251</u></b>
<b>2. WORKING ASSETS</b>			
Building	\$ <u>0</u>		
Equipment	\$ <u>8,682</u>	<b>TOTAL WORKING</b>	
Other (Seed, Etc.)	\$ <u>0</u>	<b>ASSETS \$ <u>8,682</u></b>	
<b>3. RECEIPTS</b> (from Annual Audit)	\$ <u>103,505</u>		
<b>4. DISBURSEMENTS</b>	\$ <u>114,365</u>		
<b>5. NET WORTH OF DISTRICT</b> (Lines 1+2)			<b>TOTAL \$ <u>69,933</u></b>

I, \_\_\_\_\_, the undersigned hereby certify the above to be true and correct.

Signature (Chair, Board of Directors) \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

Notary Public \_\_\_\_\_

My Commission Expires \_\_\_\_\_

**DUE IN OCC OFFICE BY NOVEMBER 1 OF EACH YEAR**